



團體簽證- 單次入境團體簽證 (Group Visa - Single Entry Group Visa)

在提交如下的資料後，台灣旅行社可以代表團隊申請團體簽證：

A Taiwanese travel agency may apply for a group visa on behalf of the group upon submission of the following documents:

A	台灣旅行社的註冊證明 Registration Documents of the Taiwanese Travel Agency, as follows:	
	1. 台灣政府發布的公司執照 Business License issued by the Appropriate Government Agency in Taiwan	<input type="checkbox"/>
	2. 公司保證書 – 正本 (範例請參考此處) (Original Letter of Guarantee - See Template Here)	<input type="checkbox"/>
B	菲律賓旅行社的註冊證明 Registration Documents of the Philippine Travel Agency, as follows:	
	1. 以一般信息表的形式向菲律賓證券交易委員會提交的公司執照 Business License in the Form of the General Information Sheet filed with the Philippine Securities and Exchange Commission	<input type="checkbox"/>
	2. 菲律賓觀光部門的認可證 Accreditation from the Philippine Department of Tourism	<input type="checkbox"/>
	3. 菲律賓公司最新地方政府的許可證 Up-to-Date Business Permit from the Concerned Local Government Unit	<input type="checkbox"/>
C	台灣與菲律賓旅行社的契約 (Contract between the Taiwan and Philippine Travel Agencies) • 除其他外，契約應該說明菲律賓旅行社將安排來自台灣的旅遊團體，由此產生的責任由菲律賓旅行社承擔。 <u>(The contract should state, among others, that the Philippine travel agency will arrange tour groups from Taiwan and that liability arising there from shall be for the account of the Philippine travel agency.)</u>	<input type="checkbox"/>

完成下面的資料後，台灣旅行社才可以提交團體簽證申請。關於團體簽證申請，旅行社應該提交如下：Upon completion of the requirements listed below, the Taiwanese travel agency may now submit group visa applications. For the group visa application, travel agents shall submit:

1	3份團體簽證申請書 Group Tour Visa Application Form Accomplished in Triplicate • 可向本處免費索取申請書 <u>Forms may be requested from MECO offices, free of charge</u>	<input type="checkbox"/>
2	團體旅遊遊者的有效護照 Valid Passports of the Travelers Included in the Group and Photocopies of Bio-Data Page	<input type="checkbox"/>
3	台灣身分證，正反面影本 Taiwan ID - Front and Back - Photocopy	<input type="checkbox"/>
4	旅遊遊行程	<input type="checkbox"/>

	Itinerary of the Trip	
5	1-9 位旅客 Travelers – TWD1,200.00 (每位旅客 per Traveler) 10 位或以上旅客 Travelers – TWD960.00 (每位旅客 per Traveler) 加急費 Expedite Fee – TWD100.00 (每位旅客 per Traveler)	<input type="checkbox"/>
其他要求 (Additional Requirements)		
未滿 15 歲歲，有父母或指定家長之一陪同旅遊者 (Travelers Less than 15 Years Old, Traveling with at least One (1) Parent)		
a	戶口名簿或戶籍謄本影本 (Household Registration Certificate or Household Registration Transcript Photocopy) 備注：如離婚，單親，戶口名簿或謄本上必須顯示孩子的撫養權及監護權，完整記事及相關信息。 (Note: For children whose parents are divorced, the custody and guardianship rights should be reflected on the certificate or transcript.)	<input type="checkbox"/>
未滿 15 歲，沒有父母陪同旅遊者 (Travelers Less than 15 Years Old, Not Traveling with at least One (1) Parent)		
a	宣誓書影本 (Affidavit of Consent and Request for Waiver Exclusion Ground Application - Photocopy) 備注：請確保宣誓書上的信息是正確的，跟家長護照詳情一致。若需要更多信息，請看 此處 。 (Note: Please ensure that the information in the form is accurate, based on the details reflected on the parent's passport. For more details, please see here .)	<input type="checkbox"/>
b	戶口名簿或戶籍謄本英文版的影本 (English Version of Household Registration Certificate or Household Registration Transcript - Photocopy) 備注：如離婚，名簿或謄本上必須顯示孩子的撫養權及監護權 (Note: For children whose parents are divorced, the custody and guardianship rights should be reflected on the certificate or transcript.)	<input type="checkbox"/>

請注意，本處保留要求申請者提交補充資料的權利。

Kindly note that MECO reserves the right to request additional documents when necessary.